

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, October 3, 2016**

MINUTES

1. Call to order

The October 3, 2016 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Kyle Broom, Jack Henrich, Alex Jushchyshyn, Jennifer Pickel, Harvey Potter, John Williams. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Police Chief Dan Layber, Director Parks, Recreation & Forestry Sean Brusegar, Village Planner Erin Ruth, Village Treasurer Deb Winter, Director of Public Works and Utilities JJ Larson, and Village Attorney Leighton Boushae.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*
None

5. Discuss and consider the minutes of the regular Village Board meeting of September 19, 2016.

Motion by Pickel to approve the minutes of the regular Village Board meeting of September 19, 2016, seconded by Williams. **Motion** carried with a voice vote of 7-0-0.

6. Presentations to the Board

Website tutorial regarding agendas, packets, notifications, etc.

The Village Clerk gave a short tutorial on how to maneuver through the new website and how information is being posted to the website.

7. Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations – Operator License Application.

Motion by Henrich to enter into closed session at 6:41 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 7-0-0.

8. Reconvene into open session and possible consideration of closed session items.

Motion by Pickel to reconvene to open session at 6:56 p.m., seconded by Potter. **Motion** carried with a roll call vote of 7-0-0. No action was taken at this time.

9. New Business

a. Discuss and consider operator license applications for:

- i. Marilyn Houck, Black Bear Inn
- ii. Mary Gebhardt, Stop-n-Go, 232
- iii. Michael Parker, Stop-n-Go, 232

Motion by Pickel to approve operator's license for Marilyn Houck, Mary Gebhardt and Michael Parker, seconded by Jushchyshyn. **Motion** carried with a roll call vote of 7-0-0.

10. Unfinished Business

a. Discuss and consider options and opportunities to provide interactive economic development mapping for the Village website

Ruth explained that Location One has an agreement with Alliant Energy that allows Alliant Energy communities to use their system at no cost. Location One offers a map-based site location tool that can be embedded within the Village's website

Motion by Henrich to direct staff to notify Location One of the intent to use the website mapping tool and begin the process of putting the service on the website, seconded by Potter. **Motion** carried with a voice vote of 7-0-0.

11. Reports from Village Boards, Commissions & Committees

- a. Parks, Rec & Forestry Committee
Pickel reported that EAB has been reported in the Village by Taylor Park, so watch your trees. The Town of Cottage Grove Chair came to the last meeting to ask about town residents using the recreation programs and what the cost would be. The Eagle Scout project of Griff Haase has not had much progress due to the weather. The committee recommended the 2017 budget. The next meeting will be October 19, 2016.
- b. Natvig Landfill Monitoring Review Committee
Jushchyshyn reported that the annual review from the years monitoring was presented and everything is good. The contract services for 2017 will be the same as 2016 however well #3 is collapsing so there will be additional cost for that in next year's budget but this is shared with the Town.
- c. Law Enforcement Committee
Henrich reported that the Chief gave some updates on the budget. The committee did approve the budget with a bit of an increase to allow for another office, which would help with getting accreditation. The robber has been charged. The next meeting will be October 25, 2016.

12. Reports from Village Officers:

- a. Troy Allen-None
- b. Kyle Broom-Attended the ribbon cutting for Culvers and it was very nice.
- c. Alex Jushchyshyn-None
- d. Jennifer Pickel-.
 - i. Update of current activities involving the Monona Grove School District.
The Annual meeting for Monona Grove is October 5, 2016. Homecoming is October 14, 2016. The Volleyball and Cross Country teams are having a great season.
- e. Harvey Potter- No report
- f. John Williams -Joint Fire Committee met last week and did approve the 2017 budget
- g. Jack Henrich- None
- h. Attorney Lee Boushea
 - i. Update on Dane Com
John Dejung was out of town but agreed to be at the next meeting. Boushea would like to have him address the board on the progress and status of the project.
- i. Administrator Matt Giese
The staff has been compiling the budgets from the committees. An RFP has been sent out for a reevaluation for assessment services for next year budget. Jack and Matt will be meeting on the budget and then the Finance Committee will be meeting next Tuesday, October 11, 2016. The budget workshop will be October 24, 2016 @ 5:30 p.m. The Dementia training will be on November 10, 2016 @ 9:00 a.m. and Diane is asking that Board members be trained as well.
- j. Director of Planning and Development Erin Ruth- None

13. Communications and Miscellaneous Business

- a. Consider approval of vouchers
Motion by Pickel to approve the Village portion of the vouchers in the amount of \$110,337.05, seconded by Potter. The check sequence goes from check #41209 to check #41263. **Motion** carried with a voice vote of 7-0-0.
- b. Correspondence-None
- c. Future agenda items
Dane Com
Operator's License

14. Adjournment

Motion by Pickel to adjourn at 7:37 p.m., seconded by Jushchyshyn. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: October 17, 2016

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.